

Training and Support Program Tool

Peer Outreach Staff Version

Section A: Training and Support Provided to Peer Outreach Staff							
Instructions: Think about the training you currently provide for your peer outreach staff. For items A1 to A4 provide specific information on the hours, approach and topics you use. For items A5 – C6, rate how well your current training practices address each area. Circle one response for each statement.							
A1. How many hours of training do you currently provide to your peer outreach staff to prepare them to conduct informational presentations/outreach activities?		<i>Please be specific:</i> Approximate number of hours per month: _____ or per year: _____					
A2. Please describe how you train your peer outreach staff to conduct informational presentations/outreach activities (e.g., methods used such as videos, paired-practice, role plays, mentoring, etc.).							
A3. Would you recommend any of the materials you use to other sites?		____ Yes ____ No If yes, which ones would you recommend?					
A4. Please indicate what topics are covered during your trainings.							
Type of Training Provided to Peer Outreach Staff	Example	How well does this happen at your agency?					List 1 –2 changes you can make to enhance your Training and Support efforts (practices) in these areas.
		Not Well		Some-what Well		Very Well	
A5. Peer outreach staff are adequately prepared to conduct outreach and referral activities.	Peer outreach staff receive structured training on the goals and objectives and core elements of the outreach and referral activities. The training also provides opportunities for staff to practice outreach strategies and referral procedures, and discuss other important issues for effective outreach activities.	1	2	3	4	5	
A6. Peer outreach staff are given clear expectations about their roles.	Peer outreach staff are provided written information about their role as peer helpers, and other program requirements (e.g., time commitment, attendance requirements, etc.)	1	2	3	4	5	

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Type of Training Provided to Peer Outreach Staff	Example	How well does this happen at your agency?					List 1 –2 changes you can make to enhance your Training and Support efforts (practices) in these areas.
		Not Well		Some- what Well		Very Well	
A7. Peer outreach staff are trained to deal with/address sensitive and controversial issues.	Peer outreach staff receive training on maintaining confidentiality, how to address disclosure issues, how to handle questions from youth around sensitive topics.	1	2	3	4	5	
A8. Peer outreach staff are trained to use a variety of outreach techniques.	Peer outreach staff receive training and practice in using a variety of outreach strategies (e.g. street outreach, community outreach, individual and small group education).	1	2	3	4	5	
A9. Peer outreach staff receive training in values clarification.	Peer outreach staff receive training/given the opportunity to examine one's personal values and the ability to accept another's values without judgment.	1	2	3	4	5	
A10. Peer outreach staff receive training specific to the population and/or setting being served.	Peer outreach staff are aware of the various factors that might affect how the pregnancy prevention, educational messages, and reproductive health service information is received by the population they serve (e.g., faith, cultural, developmental), and are able to use that information when conducting outreach.	1	2	3	4	5	

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Section B: Support Provided to Peer Outreach Staff							
Instructions: Think about the type of support you currently provide to your peer outreach staff. For each statement, rate how well your current support practices address each area. Circle one response for each statement.							
Type of Supervision and Support Provided to Peer Outreach Staff	Example	How well does this happen at your agency?					List 1 –2 changes you can make to enhance your Training and Support in these areas.
		Not Well		Some-what Well		Very Well	
B1. Opportunities for observation and feedback.	The peer supervisor regularly observes informational presentations or outreach activities by peer outreach staff and provides feedback on ways to improve outreach strategies.	1	2	3	4	5	
B2. Opportunities to debrief with other peer outreach staff.	There are regular group discussions with other peer outreach staff to share experiences and discuss challenges that arise during outreach and referral activities.	1	2	3	4	5	
B3. Peer education staff receive booster trainings on a regular basis (e.g., every year).	Peer outreach staff receive updated information addressing the core elements of outreach and referral activities, risk assessment, and providing educational presentations.	1	2	3	4	5	
B4. Opportunities for peer outreach staff to assess their individual needs regarding training and support and share these with their supervisors.	There are mechanisms for peer outreach staff to identify specific needs relevant to outreach and referral strategies, and to identify their training and support needs.	1	2	3	4	5	
B5. Mechanisms to provide peer outreach staff with access to up-to-date health information relevant to the core content areas of outreach and referral activities.	Peer outreach staff receive regular updates on reproductive and contraceptive health-related information or statistics from reliable sources.	1	2	3	4	5	

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Section C: Peer Outreach Staff Characteristics							
Instructions: Think about the characteristics of your peer outreach staff. Below is a list of key characteristics for peer outreach staff. For each statement listed below, rate how true these characteristics are of your peer outreach staff. Circle one response for each statement.							
Characteristics/Skills of Peer Outreach Staff	Example	How true is this for your peer outreach staff/outreach staff?					List 1 –2 changes you can make to your training and support practices to make this more true for peer outreach staff at your agency.
		Not True For Any		True For Some		True For All	
C1. Reflect gender, social and cultural background of population being served.	Peer outreach staff are recruited/selected from population or community being served. Establish trust and rapport, and are viewed as credible among the population, community, etc. Ability to relate to population being served.	1	2	3	4	5	
C2. Strong interest and desire to help other people.	Through a structured interview process and/or referrals from others, peer outreach staff have the following characteristics/skills: trustworthiness, concern for others, ability to listen and follow through, positive attitude, liked and respected by others.	1	2	3	4	5	
C3. Responsibility/commitment to role of peer outreach worker and program.	Willingness to sign an agreement about role in program and length of commitment. Maintains at least a ‘C’ average in school. Responsible.	1	2	3	4	5	
C4. Personal beliefs and values are not in conflict with key messages of curriculum.	Awareness of his/her values, and the impact they may have on teaching about sexuality and sensitive topics.	1	2	3	4	5	
C5. Interpersonal Skills.	Ability to relate to people, establish trust and rapport, and are viewed as credible among the population, community, etc.	1	2	3	4	5	
C6. Communication skills.	Comfortable talking to an audience, listening, and sharing health information and resources.	1	2	3	4	5	